

Greetings and Happy 2023!

Bixby High School is hosting its second annual Mock Interview Day for our 9<sup>th</sup> grade students (**over 400**) on March 1, 2023 at our 9<sup>th</sup> Grade facilities. Interviews are taking place in blocks. If you and others in your organization are willing to help, please select all blocks you will cover. To volunteer, please register your selection at: <https://admissions.osuit.edu/register/bixby>

**March 1, 2023**

- Block 1: 8:40-11:00
- Block 2: 11:00-12:30
- Block 3: 12:30-2:45
- Block 4: 1:40-3:50

**Details:**

- Report to the Bixby 9<sup>th</sup> Grade Office Center, 301 South Riverview, Bixby, OK, 74008, at the time your block starts. Your interviews will actually begin 15 minutes after the time indicated for the block start.
- You will be provided with questions. Interviews average 5-8 minutes.
- Timers will be placed on the table or you can use your smartphone. Simply set and start the timer once your candidate is seated.
- You can expect to interview approximately 6-8 students during your time block.
- We will have a brief orientation on February 27<sup>th</sup>, 9:00 or 3:00 (15-20 minutes). We'll send out a reminder.
  - 9:00 a.m. Orientation Link [HERE](#) or enter meet.google.com/qpe-fywp-jor or join by phone, 1 347-620-1980, PIN: 923728427
  - 3:00 p.m. Orientation Link [HERE](#) or enter meet.google.com/htu-fxox-qcx or join by phone, 1 424-286-1809, PIN: 903261809

**What We Need from You:**

1. Complete the registration link, <https://admissions.osuit.edu/register/bixby>
2. If you have any questions, please email [ina.agnew@okstate.edu](mailto:ina.agnew@okstate.edu) or call me at 918-293-4761.
3. Please provide your name, title, and name of your company/core business by March 1, 2023. This will be placed in Bixby Public School files for future speaking engagements and career fairs. I know March is coming up, but you are a busy person!
4. Forward this invite to help identify additional interviewers because we'll need about 40! Send me your recommendations and contact information for your referral. I'll do the rest.

I hope to hear from you soon!